

STATE OF HAWAII

REQUEST FOR CRISIS PURCHASE OF SERVICE
PURSUANT TO SECTION 103F-406, HRS

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

To: Chief Procurement Officer

From: Department of Health/Adult Mental Health Division
Department/Division/Branch/Office/Program

Pursuant to Section 103F-406, HRS, and Chapter 3-147, HAR, the Department Head has determined a crisis condition exists and requests approval to make a crisis purchase for the following:

Title and description of health and human service(s):

Licensed crisis residential services (LCRS) on the island of Maui to assist adults with the potential for danger to self or others and their significant support systems in constructively resolving situations which may have precipitated the crisis. LCRS offers short-term, acute residential services to individuals experiencing crisis or a period of acute stress that significantly impairs the capacity to cope with normal life circumstances. The emphasis is to keep the individual safe in a least restrictive setting so that the individual can cope with difficult personal situations and develop a plan to get well.

Provider Name:	Contract Amount:
Aloha House, Inc.	\$341.80/day/individual, approximately \$340,262
Provider Address:	Term of Contract:
P.O. Box 791779	From: 1/01/05 To: 6/30/05
Paia, Hawaii 96779	

Nature of the crisis condition (pursuant to section §3-147-201, HAR):

The current LCRS provider must terminate the provision of this service because they are unable to obtain the appropriate licensure for their site. There is an immediate and serious need for the continuation of LCRS and this need can not be met by any other purchasing agency that provides health and human services. The lack of LCRS may seriously threaten the life, health, or safety of individuals experiencing a crisis or others. Individuals currently receiving LCRS are being transferred to the new provider.

Reason for selection of provider (including description of practicable competition):

The Adult Mental Health Division (AMHD) has asked all appropriately licensed service providers on Maui if they were interested in providing LCRS and this is the only provider willing to provide the service.

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For requests made after the purchase, explanation why it was not practicable to request approval prior to the purchase:

A request for exemption from Chapter 103F was prepared, but this request was not processed in a timely manner. Due to the need for continuity of service, it was not practicable to request approval for the crisis purchase of service prior to the purchase.

Crisis purchases of service are limited to current needs only. Justification for length of contract:

We are requesting approval for a six month contract because of the time needed to prepare a request for proposal, review proposals, and execute a new contract.

Description of the state agency's internal controls and approval requirements for the purchase:

AMHD staff have surveyed potential providers to see if they are interested and able to provide LCRS. The survey process has been reviewed by the AMHD Chief, the AMHD Resource Management and Development Coordinator, and AMHD Public Health Administrative Officer (PHAO).

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Thomas W. Hester, M.D., Chief, AMHD; Thomas Vendetti, Ph.D., Maui Service Area Administrator, AMHD; Noelani Wilcox, Crisis Service Coordinator, AMHD; Helene Jo, Resource Management and Development Coordinator, AMHD; and Amy Yamaguchi, PHAO, AMHD.

Direct questions to (Name and Position):
Amy Yamaguchi, PHAO

Phone Number:
586-4681

e-mail Address:
amyamagu@mail.health.state.hi.us

I certify that the information provided above is to the best of my knowledge true and correct.


Department Head Signature

JAN 5 2005
Date

Typed Name

Position Title

Chief Procurement Officer's Comments:

DOH may contract with a provider pursuant to section 3-143-505, HAR, "Selection of substitute provider after early termination of a contract."

Please ensure adherence to applicable administrative requirements.

Approved

NAR
Denied


Chief Procurement Officer

1/11/05
Date

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ROUTE SLIP

Date: 1/11/05

TO	DESTINATION	FROM	PERSON OR UNIT	INITIAL
	Comptroller			
	Deputy Comptroller			
	ASO - Fiscal Office			
	Accounting			
	Archives			
	Audit			
	Automotive Management			
	Central Services			
	ICSD			
	Personnel			
	Public Works			
	Stadium Authority			
	SFCA			
1	State Procurement Office - A			
	SPO - C			
	SPO - H	X		
	Survey			
	Systems & Procedures			
2	Dept. of Health			

ASR
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PLEASE:

- ☐ See Me
- ☒ Take Action
- ☐ Draft Reply
- ☐ Review & Comment
- ☐ Investigate & Report
- ☐ Return for File
- ☐ Circulate

FOR YOUR:

- ☐ Approval
- ☐ Signature
- ☐ Information
- ☐ Comment
- ☐ File
- ☐ Concurrence

REMARKS: RE: Request for Crisis Purchase of Service

Recommend return without action. DOH may contract with a provider pursuant to section 3-143-505, HAR. "Selection of substitute provider after early termination of a contract."